

**Asst. Athletic Trainer  
Stevens Institute of Technology**

Direct Link: <https://www.AcademicKeys.com/r?job=247250>

Downloaded On: Apr. 2, 2025 7:28pm

Posted Oct. 17, 2024, set to expire Jul. 12, 2025

**Job Title** Asst. Athletic Trainer

**Department**

**Institution** Stevens Institute of Technology  
Hoboken, New Jersey

**Date Posted** Oct. 17, 2024

**Application Deadline** Open until filled

**Position Start Date** Available immediately

**Job Categories** Associate/Assistant Director

**Academic Field(s)** Athletics

**Job Website** [https://stevens.wd5.myworkdayjobs.com/External/job/Hoboken-NJ---Main-Campus/Asst-Athletic-Trainer\\_RQ28653-1](https://stevens.wd5.myworkdayjobs.com/External/job/Hoboken-NJ---Main-Campus/Asst-Athletic-Trainer_RQ28653-1)

**Apply By Email**

**Job Description**

**Essential Responsibilities:**

- Adhere to and enforce all policies and procedures of the department and institution as well as the rules and regulations of the Middle Atlantic Conference (MAC) and MAC Freedom, the NCAA, and other authorities that may legitimately influence the intercollegiate athletics program.
- Responsible for providing medical coverage for assigned home varsity events and practices as directed.
- Ensure that all student-athletes have received proper medical clearance at the beginning of each academic year through completion of appropriate annual medical forms.
- Assess student-athletes and administer preventative and post-injury treatments/rehabilitation of assigned teams as needed throughout the year; assess needs and perform emergency first aid techniques to assigned injured student-athletes as needed.

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- Work in conjunction with sports medicine staff to manage the inventory of equipment and supplies. In addition, oversee maintenance of all equipment and ensure that it is in good working order.
- Have a working knowledge of Stevens' health insurance and excess department insurance plan.
- Collaborate with team physicians for off-campus appointments, evaluation, diagnostic testing, rehabilitation, and medical clearance.
- Assist in evaluating if environmental conditions are safe for intercollegiate sports contests.
- Assist in the supervision and instruction of work study students who are employed in the sports medicine office.
- Work together with Campus Health Services, dietitian, Strength and Conditioning, and Counseling and Psychological Services concerning any student-athlete health issues and maintain strong and open communication.
- Maintain up-to-date injury documentation and treatment records.
- Regular day, early morning, evening, and weekend hours are required. Some travel is involved with various teams as needed.
- Other duties as assigned.

### Additional Administrative Responsibilities

- Attend and collaborate in staff meetings, in-service education sessions, and other divisional or departmental meetings.
- Participate in department initiatives, programs, and committees as required.
- Represent the department on Stevens campus-wide committees and at meetings, as necessary.
- Complete all required departmental and institutional training and certification programs and participate in available professional development opportunities.
- Perform in-service training and drills to help educate and further staff development.
- Maintain required New Jersey Athletic Training Licensure and remain in good standing with the Board of Certification for Athletic Trainers by maintaining required continuing education requirements.
- Act as a liaison with team physicians including scheduling clinics, uploading required documentation, and assisting with appointment scheduling as needed.
- Assist with secondary insurance policy and injury claims.

### **Qualifications:**

#### Education

- Bachelor's degree required; master's degree preferred.

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Experience

- Previous experience at the college level preferred.

Specific Skills:

- Communicate effectively and professionally, including written, interpersonal, and public speaking.
- Must be willing to work early morning, evening, weekends, and holidays.

Specialized Licenses

- BOC and CPR/AED certification required; New Jersey state licensure preferred.

**Stevens values diversity and seeks candidates who can contribute to a welcoming climate for students, faculty and staff of all races and genders. We are an NSFa ADVANCE institution committed to equitable practices and policies and strongly encourage applications from qualified women and minority candidates as well as veterans and individuals with disabilities**

**Contact Information**

Please reference Academickeys in your cover letter when applying for or inquiring about this job announcement.

**Contact**